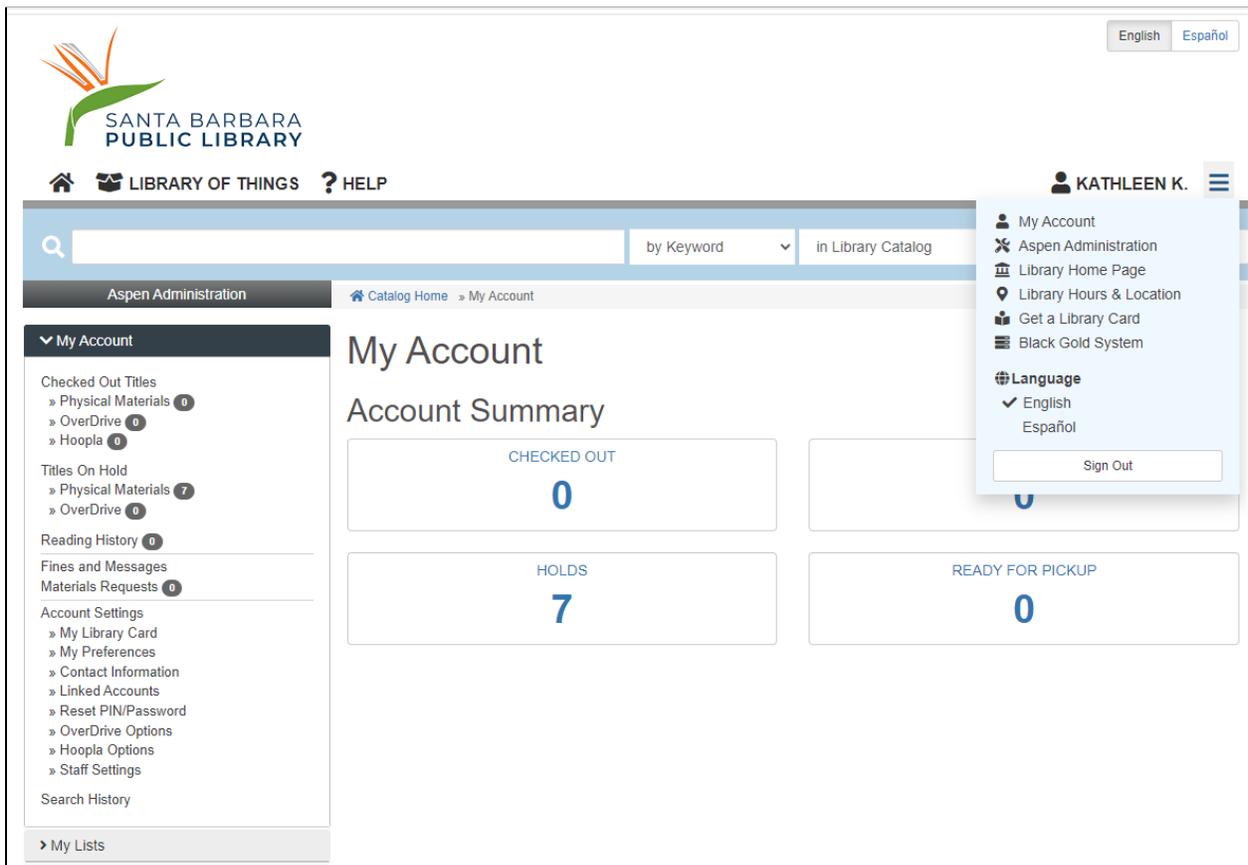


## Thawing and Freezing Holds in Aspen

Navigate to the Aspen catalog, available on the library website: <https://catalog.sbplibrary.org/>

If you are not already logged into Aspen, you will be prompted to enter your library card number and PIN in a pop up window. Remember, your PIN is typically the last 4 digits of your phone number.

Click on the white box to view your holds.



The screenshot displays the 'My Account' page on the Aspen catalog. The page header includes the Santa Barbara Public Library logo and navigation links. The main content area shows the 'My Account Summary' with three key statistics: 'CHECKED OUT' (0), 'HOLDS' (7), and 'READY FOR PICKUP' (0). A user menu is open on the right, showing the user's name 'KATHLEEN K.' and various account management options. The left sidebar contains a 'My Account' menu with sub-options for Checked Out Titles, Titles On Hold, Reading History, Fines and Messages, Account Settings, and Search History.

You have several options to modify your holds in Aspen:

*Cancel hold* will cancel your hold. You should only use this option if you no longer wish to request an item.

*Change pickup location* allows you to change your pickup location to a different SBPL branch.



Thawing your hold means that your inactive hold will become active again. You should use this option when you are ready for your hold.

## Pending Holds

These titles are currently checked out to other patrons. We will notify you when a title is available.

Sort by  Hide Covers

<input type="checkbox"/>		<b>1) Adventures of a Hollywood secretary : her private letters from inside the studios of the 1920s</b>	
		<b>Author</b> Belletti, Valeria, 1898-1959.	<b>Cancel Hold</b>
		<b>Format</b> Book	<b>Thaw Hold</b>
		<b>Pickup Location</b> Central Library	<b>Change Pickup Loc.</b>
		<b>Status</b> <span>Inactive</span>	<b>While You Wait</b>

Click Thaw hold and a pop up window will appear, alerting you that your hold is now thawed or active.

### Success

The hold has been thawed.

Close



Freezing your hold will make your hold inactive, but you will still keep your place in the hold queue. Freezing your hold is a great option to use when you are going on vacation or are not ready for your hold yet.

 **5) First comes like : a novel**  
Author Rai, Alisha,  
Call Number FICTION RAI,A  
Format Book  
Pickup Location Central Library  
Status Active  
Position 1 of 1

Click on the freeze hold button and then a pop up window will appear alerting you that your hold is now frozen or inactive.

**Success** ✕

The hold has been frozen.

Questions? Please [contact us](#) for help.

